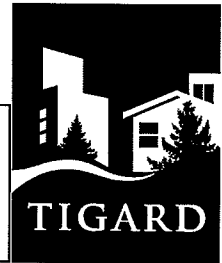


Agenda Item No. 3.1
For Agenda of 6.13.06



Tigard City Council Meeting Minutes

Date: May 16, 2006
Time: 6:00 p.m.
Place: Tigard City Hall, 13125 SW Hall Boulevard
Tigard, Oregon
Attending: Mayor Craig Dirksen Presiding
Councilor Sally Harding
Councilor Sydney Sherwood
Councilor Nick Wilson
Councilor Tom Woodruff

Agenda Item	Discussion & Comments	Action Items (follow up)
Workshop Meeting	<p>The Council went into Executive Session at 6:00 p.m. to discuss Real Property Transaction Negotiations, Exempt Public Records, and Pending Litigation, under ORS 192.660(2)(e)(f) and (h).</p> <p>The Executive Session concluded at 6:45 p.m.</p> <p>1.1 Mayor Dirksen called the City Council Workshop Meeting to Order at 6:50 p.m.</p> <p>1.2 Council Present: Mayor Dirksen, Councilors Harding, Sherwood, Wilson, and Woodruff.</p> <p>1.3 Pledge of Allegiance</p> <p>1.4 Council Communications & Liaison Reports: none</p> <p>1.5 Call to Council and Staff for Non-Agenda Items: none</p>	
2. Citizen Leadership Group Project Presentation and Award of Certificates	<p>Assistant to the City Manager Newton introduced Melissa NewMyer, a graduate of the Citizen Leadership Group. Ms. NewMyer presented a report on the 2005-06 Citizen Leadership Project. A copy of the outline of the project is on file in the City Recorder's Office. The project objective of the 2005-06 Tigard Citizen Leadership Communications</p>	

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	<p>Survey Group was to help improve communications between the City of Tigard and its citizens by gathering information and presenting their findings. As a result of the group's work, the recommendations presented to the Council included:</p> <ul style="list-style-type: none"> • Continue publishing the Cityscape. • Publish articles that educate the populace about issues Tigard faces. • Phone communications: answer phones in a timely fashion, call back within two hours if the caller wants to be called back, check phone lines with voice mail often, keep track of calls by time and topic, outgoing voicemail messages should stress leaving name and phone number and request that callers speak slowly. • Mail: Written correspondence should be answered, even if only with a postcard and specific groups of people affected by a City action should be notified personally rather than through the more general Cityscape. • Person-to-person: Mayor Craig Dirksen should model great communications within the City offices. • Website/e-mail: Review navigation on City website especially the "contact us" portion to assess visibility and ease of use. Some suggested additions included a drill-down list of the departments with details on what subjects each department addresses and include an "I don't know who" in the department list. <p>Mr. Potthoff, a graduate of the Citizen Leadership Group, noted that Tigard relies quite heavily on citizen involvement (volunteers). He said he was taken aback by the low compensation that the elected officials receive.</p> <p>Mayor and Council members discussed the pros and cons about the idea of increasing Council compensation. The Mayor advised that there is a "certain purity" achieved when there is no money to be gained by serving in local government.</p>	

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	<p>Conversely, Councilor Wilson noted that the time commitment one must make to an elected position does affect the decision on whether or not to seek public office or remain in public office.</p> <p>It was noted that the City of Beaverton has a full-time mayor and that there are some benefits to that.</p> <p>Assistant to the City Manager Newton advised that the Executive Staff has reviewed the report submitted by the Citizen Leadership Group and are looking at incorporating some of their recommendations into how the City provides certain services. It was noted that behind most of the issues is the need for communication.</p> <p>Participants included: Doug Vorwaller, Russ Burns, Michael D. O'Brien, Mark Underhill, Diana Cutionilli, Roger Potthoff, Trish Anderson, Shirley Parsons, Elaine Rank, David Booth, John E. Bowman, Alison Rhea, Mark NewMyer, Melissa NewMyer, and Cleon Cox III.</p> <p>The next Citizen Leadership Group is planned for the fall of 2007 and will be a joint effort with the Chamber of Commerce.</p>	
<p>3. Enhanced Citizen Participation Update</p>	<p>Presenter: Assistant to the City Manager Newton</p> <ul style="list-style-type: none"> Implement the new neighborhood program throughout the City of Tigard – staff has met with the Tigard-Tualatin School District to present the enhanced neighborhood program and the link to schools. Staff met with school PSO's (Parent-Student Organizations) in March and April to describe the program. Community meetings are scheduled in May in two of the pilot areas and outreach to the third area will occur in June. The program structure will be developed with interested citizens from the pilot areas and the Citizens for Community Involvement over the summer. Ms. Newton reviewed the pilot areas that will participate in the program initially. 	

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	<ul style="list-style-type: none"> • There was discussion about an event to kick-off the city-wide program. Mayor Dirksen suggested that some kind of party should be sponsored, such as a barbecue, with the City Council attending. The city-wide program will begin in early 2007. • Conduct a City-wide scientific survey/report on city services - This is being conducted the week of May 22. Two questions will ask citizens how they prefer to receive information from the City and if they have attended a City meeting within the last year. • Connect Council with students in schools - In March Mayor Dirksen participated with 63 middle and high school students in the first Tigard Youth Advisory Council Youth Summit. The Mayor led a session on leadership and facilitated the closing session. On May 5, Councilor Harding participated in the Tigard Turns the Tide Youth Symposium. Members of the community came together to discuss the issue of the ease of access to alcohol by youth and how the community might have an impact on addressing this issue. City Manager Prosser advised that the School Superintendent said he will be working to get the word out that the City Council would like to find opportunities to connect with students. Assistant to the City Manager Newton advised that high school students are interested in connecting with the City Council. <p>Ms. Newton updated the Council on the following:</p> <ul style="list-style-type: none"> • She continues to review periodically how to best distribute the information contained in the Cityscape. For example, it may be possible in the future to send out the newsletter in a way other than by bulk mail. At some point it may become cost effective to send the Cityscape to a list of users and also to send it by e-mail. 	

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	<ul style="list-style-type: none"> • The Community Connector Program has not been growing as Ms. Newton plans to incorporate this program with the new neighborhood program. • The Citizens for Community Involvement will present an annual report to the City Council. Ms. Newton noted that many of the suggestions offered by the group have been followed up on. The CCI wants to plan an event to promote methamphetamine awareness. In addition, one of the suggestions from the CCI is to ask Senator Wyden to meet in Tigard for one of the meetings he periodically holds in communities. 	
4. Meeting with Municipal Court Judge	<p>Presenters: Court Records Manager Robinson and Judge Michael O'Brien</p> <p>The PowerPoint presentation provided to the Council is on file in the City Recorder's Office. Judge O'Brien reviewed the municipal court programs including traffic, youth court, and civil infractions.</p> <p>Judge O'Brien reviewed the 2005 legislative session changes. Changes included a court security fee, amended base fine and violations bureau schedules, and revisions to rules of the road: school zone speeding violations and pedestrian violations. Data and additional information is on file in the City Recorder's Office on the following items:</p> <ul style="list-style-type: none"> • Tigard Base Fine Schedule • 2005 Case Load Highlights • Graphs Showing 2001-2005 Case Loads • Key Components of the Traffic Program • Variables Affecting the Case Load • Traffic Fines and Civil Penalties (State Law allows reduction of 25% below base fine in most cases) – what is taken into consideration when imposing fines and penalties 	

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	<ul style="list-style-type: none"> • Allocation of \$100 Traffic Fine Chart (For a \$100 traffic fine, approximately \$48 remains with the City of Tigard and the remaining portion is distributed to unitary assessment, County jail assessment, court security fee, and medical liability assessment.) • A Review of the Driver Compliance Program • Driver Improvement Programs • Tigard Youth Court Statistics • Youth Court Goals • Accountability of the Youth Court • Statistics Regarding Civil Infractions • Procedures for Working with Non-Complying Defendants • Court Budget Overview • Collections (variables) • Other Activities <p>Judge O'Brien suggested that information should be relayed to youth about what time curfew is in the City of Tigard. In response to a question from Councilor Woodruff regarding what type of community service is being required of youth, he said the City has a list of approximately fifteen agencies where youth can perform community service. In addition, a young person may propose a location of their own to perform the community service if it meets certain criteria.</p> <p>In response to a question by Councilor Wilson, there was discussion on whether the Tigard Municipal Code language is vague or poorly worded. Judge O'Brien noted that about three or four years ago the Code language was updated and is less of a problem. He said there are some areas that could be improved and noted the example of the high fine required to be imposed upon motorists who use private property to avoid a traffic control device. This may result in non-enforcement in that the fine seems to be out of proportion to the offense. There was discussion on recidivism by youth offenders. The goal of the program is to keep youth out of the judicial system when possible, by dealing with issues early on. After discussion there was a suggestion</p>	

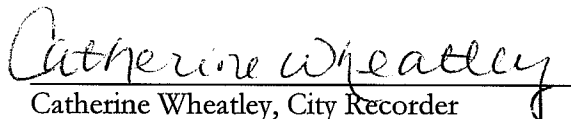
Agenda Item	Discussion & Comments	Action Items (follow up)
	that the city talk to the school district about implementing parenting program education.	
5. Discuss Greenburg Road Alternatives	<p>Staff Presenter: City Engineer Duenas and Consultant Randy McCourt from DKS</p> <p>A copy of the PowerPoint presentation given to the City Council is on file in the City Recorder's Office.</p> <p>The issue before the Council was to discuss the findings of the study conducted to evaluate circulation issues and impacts on various alternatives aimed at improving performance at the Highway 99/Greenburg Road/Main Street intersection.</p> <p>A copy of a draft memorandum dated December 15, 2005, from Randy McCourt and Nate Schroeder is on file in the City Recorder's Office. This draft memorandum contains an executive summary of the project. Mr. McCourt presented a project overview including existing conditions, future operations, alternatives, and initial recommendations. Mr. McCourt noted the areas where bottlenecks occur. The future operations and recommendations are contained in the 99W/SW Greenburg Road Alternative Study Draft document which is on file in the City Recorder's Office. City Engineer Duenas noted that there is a meeting later this week regarding Washington County's project at 99W and Hall Blvd. City Engineer Duenas noted that at this meeting, Tigard would request consideration of pedestrian-friendly elements for this project. There was discussion about the need to coordinate for the improvements for the downtown as well as future plans for ODOT's potential replacement of the viaduct on 99W. If such a project is followed though, then this would be an opportunity to consider reconfiguration of the traffic patterns in the area. Mr. McCourt noted that the solutions were not difficult to determine; however, the difficult part is that the area is built out with commercial buildings and businesses and proposed solutions have impacts on the right-of-way and the commercial environment. Mayor Dirksen noted that this would be an issue that would need to be addressed and while he was concerned about the businesses, he</p>	

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	<p>said many Tigard residents may be willing to devote resources to make the changes needed in the area. Mr. McCourt noted that, in the long term future for the area, the property owners might be better benefited if they were to relocate. There was discussion about Commercial Street and Center Street and the change from residential to commercial that might be realized in the long term. By reconfiguring the traffic in the area, Mr. McCourt described how it would be possible for people to travel in the area without needing to be on 99W. The Mayor suggested that this is a long term plan with a ten-year or greater timeframe which would give people an opportunity to adjust. Other discussion points were as follows:</p> <ul style="list-style-type: none"> • Greenburg/99W recommendations included to get the signal phasing in place and establish the turn lanes going north and south. • Suggestion to piggy-back onto the Hall Blvd. project to extend the through lane to improve operational efficiency • While it would be “nice” to address the southbound travel lane, it might make more sense to wait until other improvements are made first. • It was suggested this could wait until the ODOT viaduct project was done in about 5 years. • There was discussion about timing of the different intersection improvements. It was noted that the Hall Blvd. intersection is too close to the Highway 217 exit on 99W, which causes traffic back-up problem. The location of this intersection makes it necessary to have queuing for Hall Blvd. and for Greenburg Road. It was agreed that it was a moot point with regard to removing the Hall Blvd. intersection. There was discussion on the improvements that could be made to alleviate the queuing back-up. • It was noted that through some of the changes it could mean that impacts to the residential areas on Tigard and Commercial Streets since traffic would be attracted to these streets. Mitigation effort pros and 	

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	<p>cons were discussed. This might cause additional problems and may not be worth the consequences.</p> <ul style="list-style-type: none"> • Council direction was to proceed with the recommendation to work on cost estimates for a project that would complement the Hall Blvd/99W project. • There was discussion regarding the proposed improvements presented in the Downtown Plan which included the connection with Hunziker and Scoffins to remove the “dog leg.” • Improving Tiedeman/Greenburg Road was discussed, which might encourage people to use an alternate route by traveling on Tigard Street or Commercial Street to get to the downtown area. <p>In conclusion it was noted that none of the alternatives are without problems that will need to be resolved. Mayor Dirksen said it would be necessary to look at some difficult choices.</p>	
Announcement	<p>City Manager Prosser announced that with 3,000 votes counted at this point in time, Measure 34-114 Urban Renewal in Tigard was 63% yes and 37% no.</p>	
6. Update on Streetscape Design Plan	<p>Staff Presenter: Associate Planner Igarta Consultant: Tom Litster, OTAK, Inc.</p> <p>Associate Planner Igarta reviewed the activities of the Streetscape Working Group which was formed to provide guidance and design input through the formation of the Streetscape Design Plan. A public open house is scheduled for May 25, 2006 to present downtown streetscape design concepts to the community. The PowerPoint presentation, along with the staff report and materials for the open house are on file in the City Recorder's Office. The Council was briefed with the project status report, overview of the upcoming open house event, and summary of design concepts for unifying elements, public art, and gateways and public spaces.</p> <p>Mr. Litster indicated that, in response to a suggestion by Councilor Harding, a review of some</p>	

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	of the ideas about City entrance signs might be incorporated into the downtown streetscape plans.	
7. Discuss Revisions to the Tigard Municipal Code to Incorporate a Privilege Tax	<p>Staff Presenter: Right of Way Administrator Werner</p> <p>Right of Way Administrator Werner reviewed the staff report with the City Council. Information providing background on this issue is on file in the City Recorder's Office. Since the December 13, 2005 discussion, staff has reviewed the feasibility of applying a privilege tax to telecommunications providers and other utilities. In each case, any franchise fees paid pursuant to a current franchise agreement would be deducted from privilege tax owed and therefore the tax would generate only an incremental amount over the current franchise fee (or no additional revenue if the tax is set at the same rate as the fee). Advantages and disadvantages of adopting a privilege tax are outlined in the Agenda Item Summary on file in the City Recorder's Office. Council discussion followed with support expressed for the amendment to the Tigard Municipal Code as well as concerns expressed for waiting until the performance audits are completed prior to instituting such a change.</p> <p>*It was suggested that this seems to be a "band-aid approach" and the entire picture should be reviewed first. After discussion, the majority consensus of Council was for those utilities that are currently under a franchise agreement or whose franchise agreement expires within the next five years should have their rates maintained at the current franchise fee rate. It was noted that the *The majority of Council was in agreement to include the water and sewer utilities among those utilities that are charged a franchise fee (transfer the fees due to the General Fund). *It was <u>Councilor Harding</u> suggested that this seems to be a "band-aid approach" and the entire picture should be reviewed first.</p>	<p>*Minutes amended at the June 13, 2006 City Council meeting.</p>
8. City Council Report Card	After discussion, Council consensus was for the City Council Report Card to be presented to be completed by Executive Staff, advisory boards and commissions. The format and questions will first be reviewed by the Citizens for Community	

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	Involvement prior to it being distributed. Council indicated that they would like this to be done by June 30. It was noted that this would be public information and made available to the public. It was also suggested that a volunteer be utilized to compile the responses to the report card.	
9. Council Liaison Reports	None.	
10. Non Agenda Items	<p>The presentation on recent firefighter training attended by Mayor Dirksen and City Manager Prosser will be scheduled for June 27, 2006.</p> <p>The joint meeting between the school board and local city councils is tentatively scheduled for June 19, 2006. All City Council members indicated they would be available on this date.</p> <p>Councilor Harding will be attending the Metro Mayors and Chairs Forum on May 19.</p> <p>A meeting of library stakeholders will be held on May 31 in the Washington County Public Services Building. Councilor Sherwood will attend.</p> <p>Council was reminded that the Fifth Tuesday meeting will be held on May 30.</p> <p>Mayor Dirksen said he would like to host a barbecue for Council and staff this summer and it would probably be planned for late August.</p>	
11. Adjournment	9:36 p.m.	


Catherine Wheatley, City Recorder

Attest:



Mayor, City of Tigard

Date: 6.13.06

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